

State/EPA SRF Work Group Meeting
November 12-13, 2003
Westin Copley Place Hotel
Boston, MA

* = Agenda topic requested by a state

Items in italics are follow-up items from the last work group mtg

Wednesday, November 12

8:15 - 8:30	Welcome	Chuck Job (EPA Co-chair) Tim Banks (State Co-chair)
	Introductions	
	Ground Rules	Ian Kline, Facilitator
8:30 - 9:15	Updates	
	<ul style="list-style-type: none">• <i>Disadvantaged Business Enterprise Proposed Rule*</i>• <i>Status of Legislative Activities (pending bills)*</i>• Investigations of SRFs (e.g, GAO, IG)• Status and/or release of recent publications and policies	
9:15 - 10:00	DW Needs Survey*	
	<i>Purpose:</i> Data collection efforts for the DW Needs Survey closes in November. States have indicated that there is a low participation rate from systems in providing information for the survey. This session will discuss state experiences and options for ways to improve participation by systems.	
	<i>Charge to WG Members:</i> Work group members should come prepared to discuss their perspectives on how to enhance participation in the survey.	
10:00 - 10:15	Break	
10:15 - 11:00	CW Needs Survey	
	<i>Purpose:</i> This session will discuss the scope of the next CW Needs Survey and assess the interest states might have in making greater use of the survey data.	
	<i>Charge to WG Members:</i> Work group members should come prepared to discuss their perspectives on how to enhance the survey.	
11:00 - 12:00	Using DWSRF/CWSRF for Water Efficiency Measures*	
	<i>Purpose:</i> EPA recently released a fact sheet on how both SRF programs can fund a range of water efficiency measures. These measures include installation of water efficient appliances and plumbing fixtures and tax rebate/voucher programs that promote water efficiency. States have raised	

questions about the financing/legal mechanisms that SRFs could use to fund these types of measures. This session will discuss possible financing options and specific state experiences.

Charge to WG Members: Work group members should come prepared to discuss their experiences with funding water efficiency measures.

12:00 - 1:15

Lunch

1:15 - 3:00

Addressing Challenges Facing the SRF Programs

Purpose: As part of efforts to develop training for this year, EPA HQ recently collected information from the Regions asking the following questions: (1) How many states are having problems with staffing resources?; (2) How are states addressing resource problems?; (3) How do states conduct outreach to SRF loan recipients?; (4) How many states are seeing the current local economic conditions hurting SRF loan business?; (5) In the event of a slow down in SRF business(past and/or present), what have states done in response?; and (6) Have any of your states modified the SRF priority system since the program began?. This session will summarize responses received and share innovative approaches states have taken to address challenges with resources, current economic conditions, marketing, etc.

Charge to WG members: State work group members should come prepared to discuss specific challenges and approaches they have taken to address challenges in the SRF programs.

3:00 - 3:15

Break

3:15 - 4:15

Status of Assessing Environmental /Public Health Benefits in the CWSRF/DWSRF Programs

Purpose: Efforts have been underway to develop better indicators of the environmental and public health benefits of the CWSRF and DWSRF programs. This session will discuss the progress of the subgroup. This session will also give an update on an EPA study that will be conducted in six states to identify potential environmental/public health indicators for the SRF programs.

Charge to WG members: Work group members should bring measures that they have developed for use in their own state or region and be prepared to discuss the process they used to identify them and how they have worked.

4:15 - 5:00

State Examples of Innovative Financing Mechanisms*

Purpose: This session will be an opportunity for states to share any recent changes to their programs that include innovative financing mechanisms. Connecticut will discuss its nitrogen credit trading program.

Charge to WG members: State work group members should come prepared to discuss any innovative approaches to financing projects.

Thursday, November 13

8:30 - 10:00

State Questions for Discussion (a.k.a. Bring Your Issues to the Table)

- What are state experiences with assessing fees in the CWSRF program? *
- How are states handling systems that previously received Title II funds and are now coming in for CWSRF loans in terms of applying Title II requirements (e.g., user charge system proportionality)?
- What are state experiences in making loans to small systems in the DWSRF program? What kind of innovative approaches have states taken?*

Purpose: This session will discuss several questions that were raised by states during development of the agenda for this meeting. Members of the workgroup are encouraged to add additional questions for discussion prior to or at the meeting.

10:00 - 10:15

Break

10:15 - 11:00

Record Retention Requirements

Purpose: Questions have come up regarding record retention requirements for the SRF programs. Specifically, questions have arisen regarding how long to keep records associated with loan applicants (who may not receive a loan) and loan recipients. This session will discuss state experiences and identify how to proceed – should we form a subgroup to address specific questions?

Charge to WG members: State members should come prepared to discuss their experiences with record retention and how to proceed .

11:00 - 11:30

Recap and Planning for Next Meeting

- Next meeting to be held May 2004 in Washington, DC